



# Planning & Economic Development

200 NE Moe Street | Poulsbo, WA 98370-7347

(360) 394-9748 | fax (360) 697-8269

[www.cityofpoulsbo.com](http://www.cityofpoulsbo.com) | [plan&econ@cityofpoulsbo.com](mailto:plan&econ@cityofpoulsbo.com)

## LANDSCAPING

### WHEN IS LANDSCAPING REQUIRED?

1. As required for new development in the zoning districts.
2. Addition of square footage to existing structures where the landscaping is nonconforming;
3. Change of use which results in the need for increased on-site parking by ten or more spaces.

### APPLICABLE CODES

General standards are found in [Chapter 18.130](#) and specific requirements are as set forth under each zone:

- Residential: [PMC 18.70.080](#)
- Commercial (C-1): [PMC 18.80.100](#)
- Commercial (C-2, C-3, C-4): [PMC 18.80.110](#)
- Business and Employment: [PMC 18.90.090](#)

### WHEN IS LANDSCAPING REVIEWED?

Landscape plans shall be reviewed in conjunction with the associated land use application. In the event that the landscape plan is proposed as a separate action, the Planning and Economic Development (PED) Director shall approve, approve with conditions, or deny a plan submitted by means of a Type I procedure, per Title [19](#).

### LANDSCAPE PLAN REQUIREMENTS

Landscape plans shall contain the following information and be completed by a licensed landscape architect, WA certified nurseryman, or WA certified landscaper, unless otherwise approved by the PED Director:

1. North arrow, scale, date, title, and name of owner.
2. Accurate site plan (at a scale of one inch equals 20' or larger, or as appropriate for the scale of development) showing the location of property lines and dimensions.
3. Existing and proposed water courses, drainage features, streets, sidewalks, utility lines and easements, and other public or semipublic improvements.
4. Delineation of existing structures on adjacent properties.
5. Plants to be saved and areas not to be disturbed shall be noted on the landscape plans. The plan shall locate temporary fencing used to protect vegetation and soils from damage during construction.
6. Existing and proposed elevations at sufficient locations of the site to show drainage patterns.
7. Contour lines when the slope exceeds 6%.
8. Existing and proposed buildings and other structures,

paved areas, curbs, walks, light fixtures, signs, fences and screen walls, and other permanent features to be added and/or retained on the site.

9. Calculation of total landscaped area, and percentage of landscaping within parking areas.
10. Complete description of plant materials shown on the plan, including common and botanical names, quantities, spacing, container or caliper size at installation, and mature height and spread.
11. Irrigation plans showing location and type of all outlets (spray, bubbler, drip, etc.); location and size of water meter or other connection; location, type, and installation details of backflow prevention device; and delineation of each watering zone or circuit.
12. Landscape areas where xeriscape principles are to be applied shall be clearly delineated in the plan submittal; and native and nonnative species plants should be clearly distinguished.

### STREET TREES

1. Street trees shall be provided 40' on center for arterials and 30' on center for collectors.
2. Species of trees shall be as set forth in the city's master street tree plan, if applicable, or as otherwise approved by the review authority.
3. The specific spacing of street trees by size of tree shall be as follows:
  - a. Deciduous trees shall be a minimum of 1.5-inch caliper as measured 6 inches above the ground. Conifer trees shall be a minimum of 5 feet in height at time of planting.
  - b. The review authority may adjust the spacing to accommodate access points or other obstructions.
  - c. Tree pits shall be located so as not to include utilities (e.g., water and gas meters) in the tree well.
  - d. Where there are overhead power lines, the street tree species selected shall be of a type which, at full maturity, will not interfere with the lines.
  - e. Trees shall not be planted closer than two feet from the face of the curb.
  - f. Trees shall not be planted closer than two feet from any permanent hard surface paving or walkway.
4. Street trees shall meet the standards of the most current edition of American Standard for Nursery Stock (ANSI Z60.1). Plant material should be obtained from established commercial licensed nursery growers and installed by qualified landscape professionals.
5. Existing healthy trees may be used as street trees if no cutting or filling takes place within the dripline of the tree.

### INSTALLATION

The installation of all landscaping shall be as follows:

1. All landscaping shall be installed according to accepted planting procedures.
2. The plant materials shall be of high grade, and shall meet the quality and size standards of the American Standards for Nursery Stock.
3. All landscaped areas shall be provided with an irrigation system or a readily available water supply with at least one outlet located within 50' of all plant material; unless xeriscape and/or drought-tolerant species are utilized and an alternative irrigation plan is approved.
4. All landscaped areas shall be provided with a 6" curb or other protective measure.
5. Landscaped areas shall have a minimum length or width dimension of 5'.
7. Certificates of occupancy shall not be issued unless landscaping has been installed in compliance with the approved landscape plan, or other arrangements have been made as described in PMC [18.130.070](#).

### MAINTENANCE

1. The property owner shall replace any unhealthy or dead plant materials in conformance with the landscape plan.
2. Maintenance shall include the immediate removal of identified noxious and invasive weed species.
3. All required irrigation systems shall be designed by a licensed landscape architect, Washington certified nurseryperson, Washington certified landscaper or professional engineer.
4. The city shall require a maintenance assurance device for a period of 2 years from the completion of planting. The value of a maintenance assurance device must equal at least 150% of the replacement cost and labor of the landscape materials.
5. The city may accept, as an alternative to a maintenance assurance device, a contractual agreement or bond between the owner/developer and a licensed landscape architect, Washington certified nurseryperson, or Washington certified landscaper, along with a rider or endorsement specifically identifying the city as a party to the agreement for purposes of enforcement.
6. Upon completion of the 2-year maintenance period and upon satisfactory inspection by the city, if maintenance is not required, the city, upon written request, shall promptly release the maintenance assurance device or evidence thereof.
7. Maintenance Enforcement. The city is authorized to:
  - Notify the property owner of unacceptable, substandard maintenance of required landscaped area and require its compliance.

- Require compliance prior to the issuance of any building permits or certificates of occupancy for a site with unmaintained landscaping.
- Request the city attorney initiate legal action to secure the cost of the required maintenance from the property owner.

### WATER CONSERVATION

1. In order to ensure efficient water use, the following standards shall be applied to all landscaping associated with C-2, C-3, C-4, OCI, BP and LI zoning districts; multifamily residential projects; master planned projects; and commonly owned and/or maintained areas of PRDs.
  - Turf and high water use plantings (e.g., annuals, container plants) shall be considered high water uses and shall be limited to not more than 50% of the project's landscaped area if non-drought-resistant grass is used, and no more than 75% of the landscaped area if drought-resistant grass is used.
  - Plants selected in all areas not identified for turf or high water use plantings shall be well-suited to the climate, soils, and topographic conditions of the site, and shall be low water use plants once established. Conifers are the preferred evergreen tree species.
  - Plants having similar water use shall be grouped together in distinct hydrozones and shall be irrigated with separate irrigation circuits.
  - Parks, playgrounds, sports fields, golf courses, schools, and cemeteries are exempt from specified turf area limitations where a functional need for turf is established.
2. As an alternative to traditional landscaping, the city encourages the use of xeriscape practices, which minimize the need for watering or irrigation. If xeriscape methods are proposed, the city may consider and approve alternatives to the irrigation requirement in PMC [18.130.050\(A\)\(3\)](#).

### EXISTING STREET TREES

For existing street trees, see "[Existing Street Tree Maintenance, Removal, and Replacement Guidelines](#)."

Disclaimer: this handout should not be used as a substitute for codes and regulations. The applicant/property owner is responsible for compliance with all code and rule requirements, whether or not described here. Please see the City of Poulsbo Municipal Code for complete text and requirements.

